

Priority *	<b>SCDHEC – Bureau of Air Quality Emissions Inventory Section Training Guidelines</b>	Time Frame
M	Bureau Orientation by Supervisor or Section member	1 <sup>st</sup> Week
M	DHEC Orientation	3 Months
M	EQC Required: Hazardous Communication	3 Months
M	EQC Required: Confined Space or Exemption Memo to File	3 Months
M	APTI SI:422/CLN880 - Air Pollution Control Orientation Course	3 Months
M	DHEC Required: HIPAA 101	3 Months
M	EQC School	12 Months
M	DHEC Required: 4th Generation Management	12 Months
M	DHEC Required 8 Hr. Defensive Driving Course DHEC Required 4 Hr. Defensive Driving Refresher Course	3 Months Every 3 years
M	DHEC Required: Basic Cultural Competence Training	12 Months
M	DHEC Required: Customer Service Training	12 Months
D	APTI RE:100/CLN902 - Prerequisite Reading on Control Technology	
D	APTI 427 - Combustion Evaluation	
D	APTI SI:431/CLN882 - Air Pollution Control Systems for Selected Industries	
D	APTI 400 – Introduction to HAPs	
D	APTI 450 - Source Sampling for Pollutants	
D	APTI 482 - Sources and Control of VOCs	
D	APTI 502 - Hazardous Waste Incineration	
D	APTI SI:443/CLN887 - Chain-of-Custody Procedures for Samples and Data	
D	APTI SI:453/CLN892 - Overview of PSD Regulations	
D	APTI SI:458/CLN894 - Hazardous Waste Calculations	
D	APTI SI:460/CLN895 - Introduction to Permitting	

\* M = Mandatory, D = Desirable

January 3, 2003